



## North Dakota State Procurement Office

*Office of Management & Budget, Central Services Division*

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Bismarck, ND 58505-0310

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## STATE PROCUREMENT OFFICE

### 2009 Training Schedule

Minimum Class Size for all locations: 10  
Maximum Class Size for Bismarck Locations:  
Heritage Center – 25  
Capitol – 60

Cost: No charge

Presenter: Sherry Neas or Dillys Bach, ND State Procurement Office

Registration: Call 328-2740, E-mail [infospo@nd.gov](mailto:infospo@nd.gov), or, Fax 328-1615

- Notice of cancellations or substitutions before the workshop is appreciated.
- If you require auxiliary aids or services such as readers, signers, Braille materials, etc., please notify Human Resource Management Services seven days before the seminar.

Visit the ND State Procurement Office web site to learn more about the Procurement Officer Certification Program, <http://www.nd.gov/spo/agency/training/>

### SCHEDULE

DATE	TIME	CLASS	LOCATION
January 22, 2009	8am – 12pm	Level 1	Heritage Center, Bismarck
February 17, 2009	8am – 12pm	Level 2	Heritage Center, Bismarck
March 31, 2009	8am – 4pm	Level 3	Location to be determined, Bismarck
April 22, 2009	8am – 12pm	Level 1	Location to be determined, Bismarck
May 12, 2009	8am – 5pm	Level 1 & 2	Dickinson State University, Dickinson
May 20, 2009	8am – 12pm	Level 2	Pioneer Room, State Capitol, Bismarck
June 23, 2009	8am – 4pm	Level 3	Pioneer Room, State Capitol, Bismarck
September 16, 2009	8am – 12pm	Level 1	Brynhild Haugland Room, State Capitol, Bismarck
September 22, 2009	8am – 5pm	Level 1 & 2	Job Service of North Dakota, Fargo
October 14, 2009	8am – 12pm	Level 2	Pioneer Room, State Capitol, Bismarck
November 18, 2009	8am – 4pm	Level 3	Brynhild Haugland Room, State Capitol, Bismarck